Department of Homeland Security
U. S. Coast Guard
CG PSC-2015 (Rev. 6/03)

Pay Delivery Worksheet

EMPLID	Name (Last, First, MI)	Permanent Unit

Purpose: Use this form to indicate where you want your net pay to be delivered. Active Duty, retirees, annuitants, recruits, and reservists are required to have their pay delivered by Direct Deposit/ Electronic Fund Transfer (DD/EFT). If a member is on direct deposit and a pay delivery problem occurs, PSC can normally correct the problem and make payment within 48 hours.

☐ Direct Deposit

Type of Account

☐ Checking

☐ Savings

Submit one of the following:

- FMS Form 2231 (FASTSTART)
- SF 1199A
- account deposit slip
- voided check
- or enter direct deposit account information below (see reverse for instructions)

Routing Transit Number ☐☐☐☐☐☐☐☐☐

Check Digit

Account Number ☐☐☐☐☐☐☐☐☐☐☐☐☐☐

Account Title ______________________________
(Account Holder's Name)

Financial Institution Name

Street/Rural Route/P.O. Box
City, State, Zip Code

☐ Accrue my net pay at PSC
(submit a new worksheet when this option is no longer desired)

DIRECT DEPOSIT ACCOUNT INFORMATION

Use the example below as a guide to record the proper information in the appropriate blocks located on the front of this worksheet.

Name of Depositor-3
Street Address
City, State

101

_________20__

Pay To The
Order Of:

$___________
Dollars

Name of Your Bank-4
Payable Through Another Bank-5
For________________________________

!:021001082:! **123 456 789!!'** **0101**

Routing Number-1 **Account Number-2** **Check Number**

1. **ROUTING TRANSIT NUMBER** – This is a 9-digit number. Here you would put "021001082"
2. **ACCOUNT NUMBER - Here you would put "123456789" Note: A maximum of 14 characters used for number. DO NOT add a dash symbols or blank spaces.**
3. **ACCOUNT TITLE** - (must include member's name)
4. **FINANCIAL INSTITUTION NAME**
5. If your check or deposit slip includes "payable through" under the bank name, contact the financial institution to help obtain the correct Routing Transit Number.

PRIVACY ACT STATEMENT

In accordance with 5 USC Section 522a(e)(3), the following information is provided to you when supplying personal information to the U. S. Coast Guard:

Authority - 10 USC Section 2771.
Principal Purpose(s) - Used to indicate desired pay delivery method.
Routine Use(s) - Same
Disclosure - Disclosure of this information is voluntary, but without disclosure member's pay may be distributed incorrectly.

Member's Signature	Date:	**For PERSRU Use Only**	
Command Approval	Date:	Action Completed Date:_______	Initials: _________